

25X1X8

NOTICE

PERSONNEL
February 1954
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SUPERGRADE REVIEW BOARD

Rescission: [REDACTED] 18 January 1954

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1. Effective immediately a Supergrade Review Board is established whose function shall be to review and recommend to the Director the disposition of all actions affecting individuals assigned to or recommended for assignment to positions in the supergrade category. The Board shall be composed of the following members:

| | |
|---|------------------------|
| Deputy Director of Central Intelligence | - Chairman |
| Deputy Director (Administration) | - Member |
| Deputy Director (Intelligence) | - Member |
| Deputy Director (Plans) | - Member |
| Assistant Director for Personnel | - Member |
| Assistant Director for Communications | - Member |
| Director of Training | - Member |
| Director of Security | - Adviser (non-voting) |
| Chief, Medical Staff | - Adviser (non-voting) |
| Inspector General | - Adviser (non-voting) |

2. The Assistant Director for Personnel shall furnish the secretariat for the Board.

3. In the absence of the Chairman, the Assistant Director for Personnel shall act as Chairman.

4. All actions involving incumbents or proposed incumbents of supergrade positions shall be forwarded initially to the Assistant Director for Personnel. The Assistant Director for Personnel shall cause to be made a survey of the Agency to determine those persons of similar qualifications and grade to be considered competitively with the proposed action. He shall also advise the Chairman and the three advisers listed in Paragraph 1 above. The advisers shall examine their records and institute such additional investigations as they deem advisable to determine from their point of view the fitness of the individual being considered. Upon completion of these preliminary studies by the Assistant Director for Personnel and the advisers, they shall report their readiness for a meeting to the Assistant Director for Personnel. The Chairman shall then convene the Board as required. The Board shall review the proposed action and determine the person or persons best fitted

for the position under consideration. The Board shall then transmit its recommendation to the Director.

SIGNED

ALLEN W. DULLES
Director

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O/DCI/[REDACTED]:vml (12 Feb 54)
Rewritten [REDACTED]:dmh (15 Feb 54)

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